



Designation of Branch Office Manager

Pursuant to T.C.A. § 45-13-125(b), each mortgage lender or mortgage loan broker shall file a form as prescribed by the commissioner indicating the business's designation of managing principal and **branch manager** for each branch and each individual's acceptance of the responsibility.

Name of Licensee or Registrant _____

License/Registration # _____

Name of Branch Office Manager _____

Branch Office Address _____

Street, City, State, Zip

Telephone: _____ **Fax:** _____

By my signature below, I accept the responsibility as Branch Office Manager to be in charge of the business operations and activities of the Tennessee based branch office of the above named Licensee or Registrant

Signature of Branch Office Manager

Subscribed and sworn to before me on

this ____ day of _____, _____. (Notary Seal)

Notary _____

My Commission Expires _____

Signature and Title of Managing Principal

Subscribed and sworn to before me on

this ____ day of _____, _____. (Notary Seal)

Notary _____

My Commission Expires _____

Make additional copies as needed for each branch manager

Please return completed form(s) to: TN Department of Financial Institutions
Compliance Division: Attn. Registrations
511 Union Street, 4th Floor
Nashville, TN 37219